

**COUNCIL WORK SESSION  
MONDAY, DECEMBER 20, 2010**

**6:30 P.M. PROMPT**

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- DISCUSSION OF AGENDA
- OPEN DISCUSSION BY COUNCIL
- **EXECUTIVE SESSION** – Personnel

Bedford, Ohio

December 20, 2010

Bedford City Council met in a work session at Bedford City Hall on Monday, December 20, 2010 at 6:30 p.m.

Present: Council Members: Mayor Daniel Pocek, Warner Batten, Stan Koci, Marilyn Zolata, Paula Mizesak, Greg Pozar, Donald Saunders. Also Present: Clerk of Council Pro-Tem Michelle Gnoddie. Administration: Law Director Ken Schuman, Finance Director Frank Gambosi. Absent: City Manager Hank Angelo.

Also Present: Bob Coppedge, Simplex-IT.

Mayor Pocek began discussion of the Regular Council Meeting agenda.

Ordinance No. 8760-10 is being amended with two reductions in the police budget and elimination of the fireworks in 2011.

It was agreed to approve a motion to group Ordinances 8774-10 through 8778-10 (items A through E) on the agenda. These ordinances have to do with the city's computer systems. Discussion held regarding upgrades to the City's software and hardware. Bob Coppedge, Simplex-IT, stated the City's computer system was studied and he found many issues that need to be addressed. The goal is not to only fix the problems, but to maintain the system and keep up-to-date with technology.

Forty-four computers are under the contract with Devore Technologies/Simplex-IT. Computers that are two to four years old will be rebuilt, and the others replaced. At this time it is estimated 19 computers will need to be replaced. Bids were taken and the lowest bid is Dell, Inc. All computers will be updated with Windows 7 or XP, and Office 2010. If a computer is not able to handle running the new software, it will be replaced. Devore Technologies will train the staff on the new software. The new computers come with a 3-year onsite warranty from Dell, Inc. Mr. Coppedge explained about being proactive versus reactive. Simplex-IT will identify critical applications and have image back-ups of machines.

Councilwoman Zolata inquired about sharing of information between departments. Mr. Coppedge replied that data could be shared "as appropriate". He does not yet know how data is set up right now. There is also the issue of the number of user licenses purchased for software packages. Data sharing that is to be implemented in the future will be calendars, scheduling, and contacts.

Simplex-IT will monitor the systems 24/7. There will be security. Users will log-on and have a password. Simplex-IT will receive alerts if there is a security breach. Mr. Coppedge does not recommend moving to Wi-Fi at this time because the current infrastructure will not be able to handle it. The server being installed is the latest version, which was released last quarter.

An obstacle Mr. Coppedge foresees is some departmental applications are very old and may have trouble running on the new hardware. Mr. Coppedge will implement putting a process in place to keep departmental applications from becoming obsolete.

Mr. Gambosi would like the City to move forward to an intranet system for staff to be able to obtain human resource information such as their payroll information and policies and procedures.

Discussion held about the Police Department computer systems. The Police Department's hardware and software is current. Simplex-IT will be the IT company for all departments excluding the Police and Municipal Court.

Mr. Schuman advised Council that he is currently reviewing the agreement with Impact Group about the website development. The agreement language will need to be amended to ensure the City owns the data and the website.

Ordinance No. 8779-10 is an agreement for engineering services with GPD Group. Our most current agreement is with Ciuni & Lynn from 1992. This is the same contract, for the same services, just with GPD Group. Joe Ciuni submitted his rate request for 2011 to the City Manager. We advised Mr. Ciuni the City is not in a position to give raises. Mr. Ciuni has agreed to freeze his rates for the third year in a row. Mr. Schuman said the main reason he wants to continue with GPD Group is he is very comfortable working with Joe Ciuni and two other engineers, Steve Schreiber and Nick Fini.

Mr. Gambosi went over his memorandum to Council dated December 20, 2010 detailing the reasons for the increase or decreases in appropriations in Ordinance No. 8780-10.

Ordinance No. 8781-10 and Ordinance No. 8782-10 are both for repairs of leaking walls in basements at 775 Lincoln and 91 Tudor. Mr. Gambosi said these are small repairs, not entire basement waterproofing.

Discussion of the Regular Meeting Agenda was concluded.

Mr. Schuman responded to Council's memo regarding day cares. Mr. Schuman stated the State of Ohio regulates Type B daycares (up to 6 children including their own children). The State does the inspection and issues the permit. The State then inspects annually.

Type A daycares (7-12 children, any age, excludes homeowner's children) are also regulated by the State of Ohio, but a permit is not issued unless the local municipality issues a Certificate of Occupancy. The daycare must comply with all local building and fire codes. The County inspects the home and insures appropriate licensing, CPR training, etc.

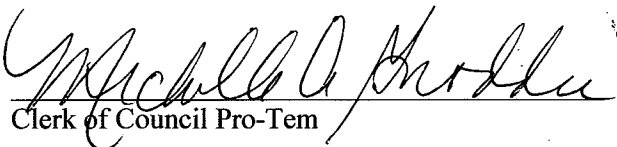
The City will only find out about Type A daycares from the State of Ohio.

Councilman Koci commented on the draft of the new water bill. Mr. Gambosi reported he is currently working with US Bank for the ability to accept credit cards for water bills.

Councilwoman Zolata stated she had a conversation with Pastor Doug Boquist about the internet terminal cafes and he was not aware of recent legislation allowing them. Mr. Schuman stated the ordinance was on three readings and twice amended. Our zoning code addresses where it is appropriate for them to go. We cannot regulate how many come into the city.

At 7:51 p.m., Bedford City Council and Administration went into an executive session to discuss personnel.

Work Session adjourned at 7:59 p.m.

  
Clerk of Council Pro-Tem

  
Mayor - President of Council

1. CALL TO ORDER2. PLEDGE OF ALLEGIANCE3. ROLL CALL4. APPROVAL OF MINUTES

- a. Approval of Minutes of the Work Session of November 29, 2010
- b. Approval of Minutes of the Work Session of December 6, 2010
- c. Approval of Minutes of the Regular Meeting of December 6, 2010

5. OLD BUSINESS

- a. Ordinance No. 8760-10, an ordinance to make appropriations for current expenses and expenditures of the City of Bedford, Ohio during the year 2011 – 1<sup>st</sup> reading – 11/15/10, 2<sup>nd</sup> reading 12/06/10

6. REPORTS

- a. City Manager
- b. Law Director
- c. Finance Director
- d. Council Reports

7. NEW BUSINESS

- a. Ordinance No. 8774-10, authorizing the City Manager to enter into an agreement with Dell, Inc. for 19 computer workstations (\$14,067.52)
- b. Ordinance No. 8775-10, authorizing the City Manager to enter into an agreement with Dell, Inc. for 1 computer server (\$3,054.00)
- c. Ordinance No. 8776-10, authorizing the City Manager to enter into subscriptions to hosted Microsoft exchange services with Microsoft, Inc. for email (\$5.00 per month/per mailbox)
- d. Ordinance No. 8777-10, authorizing the City Manager to enter into a contract with Microsoft, Inc. for the lease of Windows 7, Office 2010 and Outlook Access Licenses Software through Simplex-IT, LLC (\$6,160.00)
- e. Ordinance No. 8778-10, authorizing the City Manager to enter into a contract with Simplex-IT, LLC for the purchase of Microsoft, Inc. Windows Server 2008, software for a domain controller server (\$750.00)
- f. Ordinance No. 8779-10, amending a contract providing for a contract with GPD Group for engineering services within the City of Bedford
- g. Ordinance No. 8780-10, amending Ordinance No. 8534-09 making additional appropriations
- h. Ordinance No. 8781-10, authorizing the City Manager to enter into a contract with R&M Development for various repairs at 775 Lincoln (\$2,625.00)
- i. Ordinance No. 8782-10, authorizing the City Manager to enter into a contract with R&M Development for various repairs at 91 Tudor (\$1,200.00)
- j. Ordinance No. 8783-10, authorizing the City Manager to enter into an agreement with Vermont Systems, Inc. for ID Systems software at the Recreation Department (\$2,672.00)

8. HEARING OF CITIZENS9. ADJOURNMENT

PLEASE TURN OFF ALL CELL PHONES BEFORE COUNCIL MEETING  
(council minutes and agenda posted at [www.bedfordoh.gov](http://www.bedfordoh.gov))

Bedford, Ohio

December 20, 2010

Bedford City Council met in regular session at Bedford City Hall on Monday, December 20, 2010. Mayor Pocek called the meeting to order at 8:00 P.M. The meeting was opened by pledging allegiance to the flag. The roll was called. Present: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak.

Motion made by Batten and seconded by Zolata to appoint Michelle Gnoddie as Acting Clerk of Council. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Mayor Pocek announced City Manager Hank Angelo is on vacation.

Motion made by Mizesak and seconded by Saunders to approve the minutes of the Work Session of November 29, 2010. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Batten and seconded by Zolata to approve the minutes of the Work Session of December 6, 2010. The roll was called. Vote – Yeas: Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Abstain: Pocek. Motion carried.

Motion made by Saunders and seconded by Mizesak to approve the minutes of the Regular Meeting of December 6, 2010. The roll was called. Vote – Yeas: Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Abstain: Pocek. Motion carried.

**ORDINANCE NO. 8760-10**, an amended ordinance being an ordinance to make appropriations for current expenses and expenditures of the City of Bedford, Ohio during the year 2011 and declaring an emergency placed on first reading November 15, 2010, placed on second reading December 6, 2010, was read by title only. Motion made by Batten and seconded by Koci to accept the amendments to Ordinance No. 8760-10. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Zolata and seconded by Mizesak to suspend the rule requiring the reading of said ordinance on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Saunders and seconded by Koci to place Ordinance No. 8760-10 on third and final reading and passed.

Law Director Ken Schuman said that budgets for municipalities do not have to be in place until March 31<sup>st</sup>. Bedford is one of the few communities that passes the budget before the end of the year.

Finance Director Frank Gambosi stated that it was thought payroll and benefits were 80 percent of the budget. In looking at the budget, this percentage came out to be 50.5 for personnel services and fringes.

Mayor Pocek stated the budget is implemented on January 1<sup>st</sup>. Back when Mayor Pocek was a councilman, the City of Bedford use to submit a “begging budget” for January 1<sup>st</sup> to March 31<sup>st</sup>. Implementing the budget on January 1<sup>st</sup> is more efficient. The budget process starts in September with Department Heads and the Administration, with Council beginning to review the budget at the end of October.

The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

No report from the Law Director.

Mr. Gambosi stated the budget for next year is \$36 million and the General Fund is \$15,400,000.

No report from Councilman Batten.

No report from Councilman Koci.

Councilwoman Zolata stated Christmas in Bedford Falls was a huge success, the snowplow crews are doing an outstanding job and the City Manager's code red to residents about the sidewalks was a good idea.

Councilwoman Mizesak thanked the Fire Department for two emergency responses recently on Santin Circle.

Councilman Pozar commented on a recent comment made by Arizona Governor Jan Brewer to Robert Sarver, the owner of the Phoenix Sun basketball team. Governor Brewer made the following statement in criticism of Mr. Sarver's position on immigration laws. What if the owners of the Sun discovered that people were sneaking into the games without paying. What if they had a good idea who the gate crashers are, but the ushers and security personnel were not allowed to ask these folks to produce their tickets or their stubs. Plus non-paying attendees couldn't be ejected. Furthermore, what if the Sun's ownership was expected to provide those who sneaked in with complementary eats and drink. What if on those days when the gate crashers became ill or injured, the Sun's had to provide free medical care and shelter. Try going into any other country without ID.

Councilman Saunders said there is an increase with people snow plowing driveways and placing the snow across the street and/or leave the snow in the street. Other snowplow drivers place the snow in the street and push the snow down the street gradually lifting the plow. It is illegal to push snow anywhere but your own property.

Mayor Pocek wished everyone a Merry Christmas and Happy New Year.

Motion made by Batten and seconded by Zolata to group items A through E on the agenda. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

**ORDINANCE NO. 8774-10**, an ordinance authorizing the City Manager to enter into an agreement with Dell, Inc. and declaring an emergency was read by title only.

**ORDINANCE NO. 8775-10**, an ordinance authorizing the City Manager to enter into an agreement with Dell, Inc. and declaring an emergency was read by title only.

**ORDINANCE NO. 8776-10**, an ordinance authorizing and directing the City Manager to enter into subscriptions to hosted Microsoft Exchange Services with Microsoft, Inc., waive formal bidding, provide payment for the same and declaring an emergency was read by title only.

**ORDINANCE NO. 8777-10**, an ordinance authorizing and directing the City Manager to enter into a contract with Microsoft, Inc. for the lease of Windows 7, Office 2010 and Outlook Access Licenses software through Simplex-IT, LLC for 44 workstations, waive formal bidding, provide payment for the same and declaring an emergency was read by title only.

**ORDINANCE NO. 8778-10**, an ordinance authorizing and directing the City Manager to enter into a contract with Simplex-IT for the purchase of a Microsoft, Inc. Windows Server 2008, software for a domain controller server, waive formal bidding, provide payment for the same and declaring an emergency was read by title only.

Motion made by Saunders and seconded by Batten to suspend the rule requiring the reading of said ordinances on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Mizesak and seconded by Zolata to place Ordinance No. 8774-10, Ordinance No. 8775-10, Ordinance No. 8776-10, Ordinance No. 8777-10, and Ordinance No. 8778-10 on third and final reading and passed.

Mr. Schuman stated the City is updating the computer hardware and software. It has become substantially outdated. The City has not done much on the City Hall portion of the computers for more than six or seven years. This will be a lengthy process with the City's new IT company, Simplex-IT.

Mr. Gambosi stated the City is upgrading and would provide better services. Everyone will be upgraded to the latest software and hardware and will also involve educating the staff. This project, along with the new website project, is moving the City forward in the technology area.

The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

**ORDINANCE NO. 8779-10**, an ordinance amending Ordinance No. 6288-92 providing for a contract with GPD Group for engineering services within the City of Bedford and declaring an emergency was read by title only.

Motion made by Batten and seconded by Zolata to suspend the rule requiring the reading of said ordinances on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Zolata and seconded by Mizesak to place Ordinance No. 8779-10 on third and final reading and passed.

Mr. Schuman stated Ciuni & Lynn Associates was bought out by GPD Group. The City has used this engineering firm since 1970. This ordinance provides that we now have our agreement with GPD Group. GPD Group also agreed to freeze their rates for 2011. This is the third year in a row they have frozen their rates for the City of Bedford.

Mayor Pocek stated he is abstaining on this ordinance as his employer, DLZ Corp., is currently teaming up with GPD Group on projects in Mahoning County.

The roll was called. Vote – Yeas: Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Abstain: Pocek. Motion carried.

**ORDINANCE NO. 8780-10**, an ordinance amending Ordinance No. 8534-09 making additional appropriations for current expenditures of the City of Bedford, Ohio during the year 2010 and declaring an emergency was read by title only. Motion made by Saunders and seconded by Koci to suspend the rule requiring the reading of said ordinances on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Koci and seconded by Batten to place Ordinance No. 8780-10 on third and final reading and passed.

Mr. Gambosi stated he increased payroll for the snowplow crews and increased funds for salt purchases. The Eagles donated \$15,000 each to Police and Fire and the City sold a couple houses so \$180,000 is going back into the General Fund to pay back some of the advances.

The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

**ORDINANCE NO. 8781-10**, an ordinance authorizing the City Manager to enter into a contract with R & M Development Corporation to make various repairs to the residence at 775 Lincoln Boulevard in the City of Bedford and declaring an emergency was read by title only. Motion made by Batten and seconded by Zolata to suspend the rule requiring the reading of said ordinances on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Mizesak and seconded by Saunders to place Ordinance No. 8781-10 on third and final reading and passed.

Mr. Schuman said this ordinance and the next ordinance are for minor repairs to fix leakages in two houses, one owned by the City and the other was just sold.

The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

**ORDINANCE NO. 8782-10**, an ordinance authorizing the City Manager to enter into a contract with R & M Development Corporation to make various repairs to the residence at 91 Tudor in the City of Bedford and declaring an emergency was read by title only. Motion made by Koci and seconded by Saunders to suspend the rule requiring the reading of said ordinances on three different days. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Motion made by Batten and seconded by Saunders to place Ordinance No. 8782-10 on third and final reading and passed.

Mayor Pocek said this house is already sold and this repair will finish it. Mr. Schuman said the houses are sold as is, but this repair should have been made before the sale.

The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Mayor Pocek said that would conclude the business portion of the meeting and asked if anyone in the audience had any comments.



Phillip Williams, 150 Best Street, stated it was nice to have the phone call from the City Manager about the clearing of the sidewalks. He sees a lot of snowplowing of driveways and blocking the sidewalks and kids can't get through the snow piles. The phone call is nice, but people are not going to do it. St. Mary's, Circle K, the apartment building near where he lives, all the businesses are not doing it. Mr. Williams said it is time to go out and ticket people and show that the City means business.

Mayor Pocek responded the call was part of a series of procedures being taken to get compliance. It is a matter of education. The new water bill will have a message about this. We have sent letters to businesses and talked to the ministers. Some churches clean the sidewalks and some do not. We will continue this process and let it be known. There will come a point that we will have to cite people.

Tim Tench, 286 Marion, inquired if the juveniles sentenced to community service go out to shovel. In the past, juveniles have done driveways for seniors. Using these juveniles is an option for clearing sidewalks.

Mr. Tench stated that over the years he too has been under the impression that 75-80 percent of the school district's budget also goes to wages and benefits. Mr. Gambosi stated his figure of 50.5 percent was taken from the entire budget.

Mr. Tench said he noticed work at the old Walgreen's building. Mr. Schuman replied Walgreens has been given notice about building code violations and they are making the corrections. No business is going in that building yet.

Sandra Ball, 80 Ellenwood, stated she got the code red about the sidewalks. Mrs. Ball was told before about the city parking lot, crosswalk and sidewalk being cleared that the streets come first. If the City is going to cite residents for not cleaning sidewalks, we need to look at not clearing the walkway from the city parking to the crosswalk and through the crosswalk. When we had the bad snow it was not done. Mayor Pocek stated we are addressing this. Our performance will be held accountable too.

Mayor Pocek asked if there were any further comments. There being no reply, motion made by Koci seconded by Mizesak to adjourn. The roll was called. Vote – Yeas: Pocek, Pozar, Saunders, Zolata, Batten, Koci, Mizesak. Nays: None. Motion carried unanimously.

Meeting adjourned at 8:32 P.M.

  
Clerk of Council Pro-Tem

  
Mayor – President of Council